B Class
Karnatak

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1949 File No. R179

part A

RHB&C DEPARTMENT 474 Rev (A.T.)

A BRANCH (now D'br.) H 16/2/5

Subject:— Delegation of powers to the officers under the control of Rehabilitation Dept

P37E

subsequent files in

File No. R179 part

B

BSol 23/3/53 pf

RD. 474 ERS/57

D/c

B Class
Karnatak

File No.

Ltd. Scott. Slip.

Finance Department. P.W.R.Br.II

Submitted with reference to the verbal instructions of D.S.(F.&.R.).

2. On enquiries made in R.&R.D. it is understood that so far as admve-side of the Relief CAmps is concerned there is at the head the Di of R.&R. and that his control extends over all the camps in the province. We have recently agreed that he may be declared as the Head for the D ptt. The Collectors are the local officers entrusted with the managements of the Camps within their districts. Camp Commandants are the officers who come in direct contact with the camp and are the officers on the spot who have to lookafter all the affairs relating to the camp. Under the reorganisation scheme it is proposed to appoint an Administrator for two or more camps situated near each other and to change the designation of the Camp Commandants as Deputy Administrators. Camp Commandants are not gazetted officers. Proposed Administrators however, be gazetted officers. Recently we have agreed to a proposal of R. & R.D. for declaring Collrs. as countersigning officers for purposes of T.A. bills of the staff in the camps.

3. Detailed classification of Contingent expdr isgiven in Appx. I to Fin.Publn. No. Broad classification is as follows:-

I. Contract Contingencies.

II. Non- Contract contigencies. (i) Countersigned contract. (ii) Non-countersigned (iii) Special.

Detailed classification as to which item will fall under I or II(i)(ii)(iii) given statements I to IV in Appx. I.

The system of contract grants has not been extended to all offices. These offices to which it has been extended are shown in Appx. II and

and the Disbursing officers, countersigning officers and Controlling officers are shown in Appx. III. R.&R.D. WILL have to consider whether the system of contract grant should be extended to any offices under its control and if so which The rules in Section II -Contract contingencies will be applicable to such offices. As regards those offices to which the contract system may not be extended, contigencies shown in Statement No. I Appx. I will be governed by the rules which apply to countersigned contigencies, except in the case of the Head of Deptt. (Dir. of R.&R.) In his case, the items of contigencies in the Statement I Appx. I will be governed by rules which apply to non-countersigned contigencies. R. & R.D. will have to consider who should be Controlling officer and Counter-signing officer for various Disbursing officers.

Contract Contingencies.

Each Disbursing Officer is allowed full control over the annual grant to meet charges for all items included in the grant for the particular major head, without refererce to the expdre. against any particular one of them. Ordinarily xxx grant is fixed for a term of five years.

Countersigned Contigencies.

These are subject to the scrutiny of the countersigning officer and are stated in detail in the bills which are required to be contersigned after the bills paid. In exceptional cases, to be specified by Govt., countersignature is required before payment of bills. officer can incur expdre. up to the limit of placed at his disposal, but controlling officers control over the grants for countersigned contracts made to all officers subordinate tb them power to transfer a portion of the of one office tb that of another under their control.

Non-countersigned contigencies

Non-countersigned contigencies (or audited contigencies) are those for which detailed bills are not required to be sent to a Controlling officer, but which are under the direct audit of the A.G. The Chief difference between this class of contigencies is that in the case of the latter full details of expdre. do not appear in the bill but they come under the close scrutiny of the

controlling officer before transmission of the detailed bill to audit office. In the case of contingencies not requiring countersignature the full particulars of charges arerequired to be entered in the bill presented for cayment and is to be accompanied by sub-vouchers and will come under the direct and will come under the direct audit scrutiny of the A.G. without the intervention of the Controlling Officer.

Special contingencies.

These are pssed under the orders of Govt. or any other authority specially empowered in this behal

4. So far about the various kinds of contingencies and theirn nature in brief, under the rules in F.P. No. IX,. But apart from this, it will be seen that there are orders of G. of I., Ministry of Relief and Rehabilitation, laid down in their various Adm. Circulars. Though the control is now taken by this Govt. it would be advartageous to follow those orders, with modifications or amendments where necessary, since they seem to have issued after taking i into consideration peculiar circumstances pertaining to this kind of administratior. Please see for exam -ple last sentence in para.3 of Adm.Cir. No.1 and annexture 2 attached to it. This annexture deals with (A) furniture (B) Cooking equipment (C) Transport (D) Lighting equipment for unelectrified camps and (E) office equipment and Stationery and allotment for contingencies, for various categories of camps. Please see also first sentence in para.1 of the Adm.Cir.No.3 and Annexture 'A' attached to it It gives the equipment and equipment grants for Dir. of Evacuation (who, it has been presumed, is now comparable to the Dir. of R.&.R.) for (1) furniture (2) Typewriter (3) Stationery (4)Office contingencies and camp construction, service stamps,

bicycles etc. Adm.Cir.No.5 re: daily issue supplies under which camp Commandants can obtain vegetables, fuel, milk etc. by local purchse from their own imprests. may also be seen. The financial powers of various camp Commandants for incurring expre. other than on daily issue items and on other sanctioned items of expdre. are shown in Annexture 2 to Adm. cir.No.6.

5. It is for R.&R.D. to study all these other orders very carefully and to see what are its difficulties and make definite proposals, if necessary.

Sd/-

R&R D
A

This note deals with the administrative and financial powers to be delegated to

(i) the Director, R.&R.,
(Ii) The Refugee Officer, Bombay, and the Collectors in the districts, and
(iii) the Administrators of Camps.

In dealing with this question it would be desirable to describe in brief the structure of the refugee organisation in this province, as this would facilitate a decision to be taken in respect of the powers to be delegated to each of the above officers.

2.. Government has created an executive organisation to deal with relief and rehabilitation of refugees, at the head of which over the activities of the organisation and the various refugee camps in the Province. The R.O., Bombay, and the Collectors in the Districts are the officers next to the Dir. and are entrusted with the control over the management of the camps in their respective jurisdictions. The Camp Commandants, or Administrators as they will be called in the scheme of reorganisation that is at present under consideration in this Deptt., are the officers on the spot directly exercising control over the day to day activities of the refugee camps. The following remarks are now offered on the powers to be delegated to these officers.

3. Taking administrative powers first, the Dir., R & R has not yet been declared as a head of Deptt. We may now declare him as a head of Deptt. F.D. has agreed to this already. He will then be able to exercise ~~xhxxx~~ all the powers, administrative as well as financial, that are delegated to heads of departments under the various rules. A list of such powers is put up.

The powers mentioned therein are such as will enable the Dir., R & R, to deal with the normal questions that may arise in the working of the organisation. We are now mainly concerned with the question whether and if so what further powers if any should be delegated to the Dir., so as

avoid unnecessary references to Govt. and help quicker disposal of questions connected with the relief and rehabilitation of refugees. It may be mentioned that on the administrative side a number of questions such as transfers leave to staff and removal of persons from service, etc. arise in the day to day working of any Department. These would all apear to be dependent on who is declared as the authoritiy competent to make appointments to a vacant post, for instance, see B.C.S.R.623, from which it will be seen, that an authority who is competent to fill a vacancy can grant leave admissible under the rules to non-gazetted staff under his control. The main question which would therefore appear to require consideration is who should be the authorities competent to make appointments to non-gazetted posts in the organisation. Once thisis decided, the Dir. and the Collectors and the Administrators would be able to deal with the matters above in respect of posts to which they are competent to make appointments. It appears that so far no definite procedure as to who should make appointments to non-gazetted posts in the various refugee camps has been laid down. In some cases appointments appear to have been made by the Collectors while in the ~~a~~ case of others by the C.C.'s themselves. In order, therefore, to put the whoel procedure on a regular footing, we will have to issue clear oders in the matter.

4. Since the Dir., R & R, is to be the head of the Deptt. all appointments to non-gazetted posts in the organisation should be normally it seems be made by him. In certain cases, however, it would be unnecessary to approach ~~ma~~the Dir., and powers within certain limits may, it is suggested, be delegated to the Collectors. Non-gazetted staff falls into two categories (i) superior and (ii) inferior (now styled class IV.) as regards superior posts, it does not seem desirable to delegate powers to make the appointments to any of the Administrators. It may be exercised by the Refugee Officer & Collectors up to a certain limit on the basis of pay and by the Dir. thereafter. It is su-

It is suggested that all appointments to non-gazetted posts in superior service where the minimum of the scale of pay is below Rs. 150 p.m. may be delegated to the Refugee Officer Bombay and Collectors of the Districts concerned. As regards posts above this limit, the power to appoint may be exercised by the Dir. provided that the minimum of the scale is below Rs. 250 p.m. Posts carrying a scale where the minimum is Rs. 250 and above although the non.gazetted may also benade by the Dir., but with the prior consent of Govt. It is pointed out that though appointments to posts of Mamlatdars the minimum of whose scale is Rs. 250 are made by the Commissioner, prior consent of Govt- is obtained in fsuch cases. Likewise we may prescribe that in the case ofposts in the refugee organisation all posts where the scale starts at Rs.250 and above should be made by the Dir. after consulxtation with Govt.

5- As regards appointments of class IV employees these would comprise ofpeons, chowkidars, hamals, coolies, stitchers, weighmen, etc. In view of the fact that Administrators are the officers on the spot directly dealing with affairs of the camp, it would bebetter to delegate to them.the powers in respect of appointments of the above category of employees. This would avoid unnecessary references to the Collectors for such minor posts.

6. Theproposals made above would appear to meet the normal requirements of the officers in respect of administrative powers. Whether and if so what furth powers are necessary can only be determined after actual experience of working of the organis tion, and the officers concerned will no dunt approach Govt. i the matter, and the question can be decided in the light of attendant circumstances.

7. So far as financial powers are concerned, plea

please see the list of these which are ~~xxxxxxxx~~ exercised by the heads of Departments. ~~In~~ The list, though it may not be exhaustive, has been prepared with the help of the Manual of Financial powers (F.P.No.VII), and it indicated powers which are necessary for the general working of any Department, and since the Dir., R & R is to be a head of Dept., he will be exercising all these powers. The Manual of Fin ncial Powers also contains other powers that have been delegated to other individual officers, by name because of the peculiar circumstances existing in his Deptt. is concerned, the question of delegating powers on similar lines does not arise unless the Dir.~~,~~ the Collectors or the Administrators approach Govt. with ~~xxxxxx~~ specific proposals which can be considered as and when they arise. The main question to be considered for the present is about expenditure on contingencies and what powers if any should be delegated to the Director and the Administrators as the case may be for incurring expenditure. The Refugee Officer, Bombay, and the collectors in the Districts being mainly in a supervisory capacity, the question of delegating to them any powers for incurring expenditure on camps does not seem to arise.

8. All Camp Commandants have an "imprest" placed at their disposal. According topara. 3 of the Admn. Circular No. 6, the imprest is to be used by the C.C.'s for the following purposes:

(i) Local purchase of items of daily use.

(ii) Exceptional Local purchases.

(iii) Purchase of sanctioned items of supply and equipment.

(iv) Other items required for the camps within the limits of the financial powers delegated to him.

(v) Miscellaneous expenditure on camps on sanctioned services.

Expenditure incurred on any of the above items was to be re-o couped in due course by regular contingent bills, vide para. 5 of the circular. The details of the powers for incurring ~~e~~nditure otherwise than on daily issue ~~xxxxxitems~~ and

tioned items of

on other sanctioned items of expenditure delegated to the C.C.'s and the Dir. of Evacuation are enumerated in annexture 2 and 3, respectively and the Admn. Circular No. 6. From a perusal of the powers it will be observed that some of them are very wide and are such as are not delegated to any of the officers subordinate to this Govt. e.g. local purchase of stationery, bicycles, typewriters, etc. which are treated as items of special contigencies. delegation of such wide powers to the C.C.'s and the Dir. of Evacuation was perhaps necessary in the interests of administration, as otherwise the officers concerned would have been required to approach the Govt. of India at Delhi every time, with the resultant delay. So far as this Govt is concerned, it does not seem that it is necessary to dele-gate all the powers on the lines of those delegated by the Govt. of India. Nevertheless the scales of supplies and equipment, the powers delegated, with the conditions underlying such delegation, were decided by the Govt. of India after a careful consideration of the peculiar circumstances existing in the organisation, and it would be desirable to follow that Govt. in respect of some at least, if not all in dealing with the question.

9. As regards the powers of Administrators, attention is requested to Annexture 2 accompanying Admn. Circular No 9. In view of the remarks made in para. 8 above, we may not delegate to the Administrators of Camps powers mentioned at serial No. 1, 3 and 5- The items that come under these are such as require sanction of Govt., under our rules. The powers at serial Nos. 2,4,7 may be delegated to the Administrators subject to the same conditioned mentioned in annexture 2. This would appear necessary for day to day administration of the camps. As regards serial No. 6 (construction work), this is primarily a responsibility of the P.W.D. and it would not appear to be necessary to delegate any powers to the Administrators in the respe

in this respect. In cases of emergency, however, when the P.W.D. may not be in a position to render the necessary assistance, the Administrator may be empowered to incur expenditure up to a limit of Rs. 1,000 within the prior approval of the Director.

10. The powers mentioned in annexture 3 were those delegated to the Dir. of Evacuation. The Dir., R & R, can be compared to this officer. Even so we may not delegate to him powers mentioned at serial Nos. 1 and 5 for the same reasons as at 'A' in para 8 above. The powers at serial Nos. 2 and 3 may be delegated to the Dir., R & R, subject to the same conditions as were laid down in the annexture. As regards power mentioned at serial No. 4, a perusal of the same would indicate that the Dir. of Evacuation was empowered to incur expenditure on installation of water supply, mbnor repairs, partition work, erection of huts in an emergency, etc., subject to the conditionn set out in the annexture. It would not seem to be necessary to delegate similar powers to the Dir. of R & R, for one thing as the Admn. are proposed to be allowed to incur expenditure on the above items up to Rs. 1,000 in case of an emergency and for another because the P.W.D. can always be approached in the matter. To meet cases of extremes urgency, however, when the P.W.D. may not be in a position to render adequate assistance, the Dir. of R & R may perhaps be empowred to incur expenditure on the above items up to a limit of Rs. 10,000 or half the amount of the imprest for the particular camp <u>whichever is less.</u>

*1. Incurring of expenditure in accordance with the powers proposed to be delegated above always presupposes that the imprest is recouped by contigent bills being prepared and submitted for audit later. It follows therefore that the normal operation of the rules in the Contigent Manual in respect of the various class of contingencies (please see F.D. officer not dated 1.10.48) applies in respect of the expenditure on contigencies. For this purpose it is therefore necessary to prescribe the disbursing officers, countersigning hs.25/4

officers, & controlling officers in the districts refugee organisation. The Administrators being the officers directly incurring ms expenditure may be declared as the disbursing officers. The R.C., Bombay, and Collectors in the districts may be appoi as the cou tersigning officers, and the Dir., R & R being the head of the Deptt. the controlling officer.

12. Under para 7 of the Admn. Circular No. 7, the Dir. of Evacuation was responsible for recoupment in due course of the "imprests" given to all Camp Commandants, which formed a part of his own overall imprests. We also have placed "imprests" of various amcunts at the disposal of Camp Commandants. We may prescribe that the imprest placed at the disposal of the Administrator, Kalyan Camp, and the C.C.'s of other camps forms a part of the overall "imprest" of the Dir., R & R, and he should be held responsible for reccupement of the same in due course It may be pointed out, however, that no "imprest" has yet been placed at his disposal. If orders are to be issued as at "A" above, the total figure of the impre-st of the Dir. will comprise of the imprest given to the various Camp Commandants plus the amount that we may entrust to him for any expenditure that he may incur directly. Steps will have therefore to be taken later to modi y the orde rs so far as issued about "imprest" and place a consolidated 'imprest" at the disposal of the Dir. out of which ie will make grants to the Administrators. For the present, however, we may issue orders as at 'A' and clarify that orders on the above lines will be issued later. As for the imprest of the Dir. himself, we are separately taking action to place a large allotment at the disposal of the Dir., R & R, to enable him to make local purchases,etc. There seems, therefore, no need for placing a

There seems, therefore, no need for placing a large "imprest" at his disposal. An imprest of Rs. 50,000 to meet expenditure in cases of emergency, when there would be no time to follow the normal procedure of preparing bills for encashment of the A.G. would seem to be adequate. If this is approved, the necessary orders may issue after u.o.r. to the F.D.

13- In the result, therefore, the proposals made above may be summarsied as follow:

(1) The Dir. of R & R may be declared as a "Head of Deptt."

(2) Power to make appointments to non-gasetted posts-

(i) Administrators should be delegated the power to appoint class IV employees;

(ii) The R.O. Bombay, and the Collectors should be delegated powers to appoint persons to non-gazetted posts in superior service where the minimum of the scale of pay for the post is below Rs- 150;

(iii) in respect of posts where the minimum of the scale of pay is Rs. 250, power to make appointments should vest in the Dir. R & R;

(iv) appointments to non-gasetted posts carrying scales of pay where the minimum is Rs. 250 and above should also be made by the Dir., but after prior consultation with Govt.

(3) Power to incur expenditure on contingencies.

Administrators.

(i) They should be delegated powers mentioned at Serial Nos. 2,4, and 7 in annexure 2 to the Admn. Circular No. 6, subject to the conditiones mentioned therein. The power mentioned at serial No. 6 should also be delegated to the Administrators subject to the condition that the expenditure on construction or minor repairs, etc. should not exceed Rs. 1,000.

(ii) The Director should be delegated powers mentioned at serial Nos. 2 and 3 in Annexure 3 to Admn. Circular No. 6, subject to the conditions mentioned therein. The power at Serial No. 4 should also be delegated to the Dir. subject to the modification that the expenditure to be incurred should be

hs. 25/4

Office of the Director of Relief and Rehabilitation.

Submitted with reference to the R & R.D. Office note dated the 11.10.48.

2. The question under consideration is what powers should be delegated to the Director of Relief and Rehabilitation and to the Officers posted in camps. In offering the following remarks on the suggestions in the R. & R.D. note under ref.- the peculiar condition of the refugee problem in general and the status and the position of the Director istaken in account.

3. Paras 4 and 5 of R. & R.D. note:

These deal with the administrative powers. This office may agree that all appointments to non-gazetted posts in the superior services should be made by the Drector who may delegate to the R.O. Bombay and the Collectors of the District concerned, the power to make appointments of posts the minimum scale of which isbelow Rs- 150/- As regards posts above this limit, the power to appoint, may be exercised by the Director. It does not seem necessary to approach Govt. to appoint theHead Clerk on Rs. 270. and the Accountant on Rs 275/- which posts have been sanctioned by Govt. for the office of the Director. It is, therefore, suggested that the Director should have power to make all non-gazetted appointments under his control. If this is accepted, there would be non necessity to obtain the prior approval of Govt. to appoint personnel in the posts carrying pay of Rs. 250/- and above.

The proposal to delegate to the Administrators tomake appointments of class IV employees may be agreed to.

4. Financial powers:

We may agree to the Director exercising the powers mentioned in the list at pages 15 to 23 ante, as the Head of theDeptt.

5. Paras 8 and 9 of the R & R.D. office note, this office may agree that the powers refereed to in annexure 2 accompanying Administrative Circular No. 6 in resptct of the item 1, and 5 may not be delegated to the Administrators of the camps as they are likely to conflict with the rules made by this

This Govt. and would, therefire require the sanction of Govt.

As regards item No. 6, (Construction work) referred to in the annexture 2 to Administrative Circular No. 6, it is proposed to delegate in case of emergency to the Administrators the power to incur expenditure upto a limit of Rs. 1000/- with the prior approval of the Director. This may be agreed to.

We may insist, in the peculiar circumstances of the post of Director, tht the powers referred to at items 1 and 5 of annexture 3 to the Administrative circular No. 6, should be delegated to the Director.

6. Paragraphs 11 of the R. & R.D. Officer note:

This office may agreee that the Administrators may be declred as the disbursing officers, the RO Bombay and the Collectors as countersiging officer and the Director, R. & R.D. AS Countrolling officer.

7. Para 12 of the R. & R.D. office note:

This Directorate has separately put up proposals to sanction an imprest of Rs. 15,00,000/- to the Director. This was considered necessary as one of the items for which this imprest was required, was to make local purchases of supplies to the camps. Govt. has since placed of Rs. 210 lakhs for making purchases. In view of this, the proposal to place such a large amount of Rs. 15 lakhs as imprest does not seem to be necessary. However, the R. & R.D. proposes that an imprest of Rs. 50,000/- should be placed at the disposal of the Director to meet expenditure in cases of emergency. It is proposed in this connection that imprests at present placed at the disposal of C.Cs. Form part of the overall imprest of the Director. In view of this, it may be suggested to the R. & R.D. that the Director may be given an imprest to the extent of rupees one lakh.

Sd/-

Dy.Drector, R. & R.D.

D.R.R.

Powers as contemplated by th

Powers as contemphated by the R. & R.D.

POwers general:

1) All powers of the Head of the Deptt.

Establishment:-

2) Appointments to non-gazetted posts carrying scales of pay where the minimum is Rs. 250/- and above, should also be made by the Director but after prior consultation with Govt.

3) Appointments upto Rs. 250/- to non-gazetted appointments.

4) Appoinemtns in Greater Bombay and Districts other than Thana, are to be made by the R.O.Bombay and Collectors of the Districts respectively,

Financiel powers:

5) Expenditure upto Rs. 10,000/- where P.W.D. MAY NOT BE IN A POSITION to render adequate assistance in cases of extreme urgency or half the amount of the imprest for the particular camp whichever is less.

6) Imprest of Rs. 50,000/- to meet expenditure in case of emergency.

7) Director being the Head of Deptt., to be the controlling Officer in respect of payments of bills etc.

From experience it is seen that the extra powers as stated below may be granted to the Director:-

Appointments:

*1) Appointments of non-gazetted posts withing the Directorate irrespective of pay should be made by the Director.

2) Camp establishments in camps like Thana, shoul come directly under this Directorate. Any changes thereto would be made in consultation with the R.O. Bombay and the Collectors.

3) In an emergency to create temporary Non-gazetted posts for a period of 3 months in anticipation of Grant sanction.

Financial : As imprest of Rs. 100.000/- in addition to the imprests already sanctioned for Camps Commandants.

New constructions:

As an immediate remedy, I may be empowered to order the construction either through the P.W.D.or local constractors of any construction or renovation within the camps upto a limit of Rs-50,000/-

Reasons justifying extra powers are attached separately.

hs. 26/4

u.o.r. Id/- to R. & R.D. DATE 25/10/48.

OFFICE OF THE DIRECTOR OF RELIEF AND REHABILITATION.

I submit for favour of perusal and consideration to the Government in respect of my duties and responsibilities which accrue thereby, as the director-General of Relief and Rehabilitation, the title as designated in respect ofmy appointment by the Hon'ble Premier.

In order to facilitate and expedite my activities in the administration of my department, I forward the following remarks in reference thereto.

While appreaciating that the Government have other and, indeed, perhaps many urgent problems on hand, it must be an accepted fact that the administration of the refugee problem and any deleterousness on our part will have long term repercussoun on the Indian Union.

For the purpose of accelerating and stepping up administrative matters in respect to my Department, it is necessary that I shouldbe given as wide powers as possible consistent with the Government policy or policies, withing all reasonableness, as my activities are such as to render it necessary for me to make momental decisions not normally coming under the average Government Officer's jurisdiction.

So it is not my desire to ask for unnecessary power or authority which is not the purpose ofthis note. My sole object is to attain with the least possible delay satisfactory solution to the subject matter under review.

In brief, it is essential that, in regard to my appointment as Director General of Relief and Rehabilitation the normal channels of obtaining the prerequisites and essentials for the conduct of these refugee camps, the authority and freedom of action may be given forthwith.

My position is peculiraly onerous in that I have the great responsibility of having to placate discontented element migrated in in this province and at the same time I am responsible to the Govt. for the satisfactory settlemen of this enormous problem.

hs. 26/4

Relief & Rehabilitation Deptt.
"A" Br.

Submitted with ref. to office note dated the 11th Octr. 1948.

2. The D.R.R. generally agrees to the proposals made by this Deptt. He has however suggested certain modifications which are dealt with below.

3. Power to make appointments to non-gazetted posts.

The Dir. desires that he should be the authority for making all appointments to non-gazetted posts irrespective of the limit of pay suggested in para 4 of office note dated the 11th Octr. 1948 and he maybe delegated if necessary powers to the Collrs. and the R.O.? Bombay, for appointment toposts carrying a scale the minimum of which is below Rs. 150/- desires that appointments to posts even when the minimum of the sc of pay is above Rs. 250/- may be made by the Dir. wit consultation with Govt. The reasons why the limit of 250/- and above was suggested by this De/tt. are give at R'A' in para 4 of the office note dated the 11th Octr. 1948. It is therefore for consideration whether the proposal ofthe D.R.R. may be accepted.

4. The D.R.R. doe s not agree to the proposal of th Deptt. that powers at 1.3 and 5 of the annexture 3 to Administrative Circular No. 6 should not be delegated to him. He insists that these powers should be delega -d to him in view of the peculiar circumstances of the post of the Dir. Attention is requested to the remark of the D.R.R. in support of his proposals. It is submitted however that powers at 1,3, and 5 of the ann 3 to Administrative Circular No. 6 may not be delegate to the D.R.R. The D.R.R.'s office is in Bombay and he can always approach Govt. for immediate sanction in case of an emergency. Detailed reasons why the powers cannot be delegated are already given in paras 8 and of the office note dated the 11th Octr. 1948-

pproposal of the D.R.R. ishhowever for orders.

5. /Powers to create temporary non-gazetted posts for a period of three months in anticipation of Govt. sanction.

The D.R.R. desires that he should be delegated the power to create temporary non.gazetted posts in an emergency for a period of three months. Please see serial No. 79 in F.D. No. VII (Manual of Financial Powers). Some of the officers such as the Commissioners, the Surgeon General, the Dir. of Public Health etc. have been delegated powers to create temporary non-gazetted posts of clerks and other non-gazetted posts subject to the conditions mentioned therein. In view of this there seems no objection in principle to accept the D.R.R.'s proposal. It is however necessary to restrict the powers on the lines of those adopted in the case of other officers mentioned in Serial No. 79 It will be observed that the power is to be exercised only in cases where the maximum of the scale of is below 100/- p.m. Likewise we may prescribe that the Dir. may be delegated the powers to create non-gazetted temporary posts for a period of three months in anticipation of Govt. sanction provided that the pay sanctioned to the persons appointed does not exceed the minimum pay prescribed from time to time by Govt. for the recruitment of Govt. servants according to their qualifications and location of the posts and subject further to the maximum of Rs. 100/- p.m.

6. As regards 'imprest ' the Dir. R. & R. desires that he may be entrusted with an "Imprest" of Rs. 1 lakh instead of Rs. 50,000/ as proposed by this Deptt. It is for consideration whether the Dir. of R. & R.'s proposal may be accepted.

7. New constructions.

In para 10 of the office note dated the 11th Octr. 1948, it was proposed that the D.R.R. may be delegated the power to incur expenditure on installation of water supply minor repairs work, erection of huts etc. in an emergency subject to a maximum of Rs. 10,000/- The D.R.R. requests that this limit should be raised to Rs. 50,000. Considering that the expenditure is to be incurred only in cases of extreme urgency it does not seem that the D.R.R. should be delegated powers

incur .....

to incur such a large expenditure. We have already provided for separate P.W.D. establishment for dealing with these matters and it appears that the limit of Rs. 10,000 would meet the needs of the case. The proposal of the Dir. of Relief and Rehabilitation is however for orders.

8. Subject to orders on the points above, the papers may be referred u.o. to the A.G. as suggested in para 14 of the office dated the 11th October 1948-

Id/- Id/- A.S.

R. & R.D.
'A'

Resubmitted as verbally directed with a statement.

Id/- Id/- A.S.

A schedule showing the proposals made by this Deptt and the suggestions made by the Director regarding the delegation of powers to the Director, the Collectors an the Administrators is attached.

2.(1) The Director may be declared as the head of the Department, so that he will exercise general powers of supervision and general over all the activities of the Department, and will be the Chief Adviser to Govt, in refugee matters. As the head of the Department he will exercise certain financial and administrative powers which have been laid down in the Bombay Civil Service Rules and the Manual of Financial Powers.

(2) The Director may have the power to make appointments to non-gazetted posts which carry a scale of pay the minimum of which is below Rs. 250. The Dir. 's request that he should be delegated the powers to make appointments to all non-gazetted posts even where the minimum of the scale is Rs. 250 per month may not be accepted, as ot even the Commissioners of Divisions have the power to make such appointments without consulting Government.

3) The Director may be delegated the powers mentioned at serial Nos 1 and 5 of the annexure, regarding the purchase of office equipment, stationery

bicycles, furniture, etc. should also be delegated to him. This question was discussed with Deputy Secretary, F.D.? who stated that these items came and could generally be purchased only with the previous sanction of Government.

(4) All repairs to the Campps will be looked after by the P.W.D. and there will be sufficient time to obtain Govt. sanction to any proporsal which the Director may have to make regarding the maintainance of the existing camps and the construction of new buildings. The Director may be, however, delegated powers to accord administrative approval to expenditure on minor repairs, water supply, and erection of temporary huts upto a limit of Rs. 10,000 or half the amount of the imprest for the camp in which the repairs are carried out, whichever is less. It may be, however, made clear that these repairs will have to be carried out through the P.W.D. The Director's request that he should be empowred to order the construction of any renovation or repairs inside the camps upto a limit of Rs. 50,000 may not be accepted. The suggestion by the Director of getting this work of repairs done though private agency is out of question.

This office proposes that the Director may be given an 'impprest' of Rs. 50,000 and that the 'imprests' of the Camp Commandants and Admiistrators should be considered to form part of the 'imprest' placed in charge of the Director. The Director is agreeable to this, except that he has asked for an 'imprest' placed at the disposal of the Camp Commandants. The Director had earlier requested for an imprest of Rs. 15lakhs and the main item for which such a huge amount was necessary was the purchase of food supplies. But a procedure has been evolved whereby an annual grant has been placed at the disposal of the Director, and he can now obtain the price of such food supplies on the presentation of regular or abstract bills. The only items on which he may have to spend from his 'imprest' are in respect of the powers proposed to be delegated to him under serial 2 and 3 of annexure 3 to Admiistrative Circular No. 6, purchase of daily issue items of supplies and occasi

Proposals made by this Department.	Proposals made by the Director	Remarks by office
I) The Director should be declared as a Head of Department.	No Remarks by the Director-	
2. Powers to make appointments to non-gazetted posts should be delegated as follows:-		
i) Administrators may appoint class iv employees.	The Director agrees.	
ii) The Refugee Office, Bombay and the Collectors should have power to appoint persons to non-gazetted posts where the minimum of the scale of pay is below Rs. 150/- p.m.	The Director desires that he should be delegated the powers to make appointments to all non-gazetted posts in those cases where the minimum of the scale is above Rs.250/-p.m. The Director may, if necessary, delegate to the Refugee Officer, Bombay, and Collectors power to make appointments to non-gazetted posts the minimum of whose scale is Rs. 150/-.	The reasons why it is proposed by this Deptt. that appointments to posts the minimum pay scales isn Rs. 250/- above should be made in consultation with Govt. are given in paragraph 4 of office note dated the 11th October 1948. The point is for orders.
iii) Appointments to posts where the minimum of the scale of pay is Rs. 150/- or above but below Rs.250/- may be made by the Director.		
iv) Appointments to posts carrying scales the minimum of which is Rs. 250/- and above should also be made by the Director but with the prior consent to Government.		
3. Power to incur expenditure on contigencies.		
I) Powers proposed by this Department are those given in paragraph 9 of office note dated the 11th October 1948.	The Director agrees to the proposals of this Department.	
ii) The Director may be delegated powers mentioned at serial No. 2 and 3 of Annexture 3 to Administrative Circular No.6. These are about local purchase of daily issue items of supplies and occasional issue items for camps.	The Director agrees. He insists however that powers at serial No. 1 and 5 of the Annexture which relate to purchase of office equipment, stationery, bicycles, office contigencies, furniture and service stamps should be delegated to him.	The reasons why these powers cannot be delegated briefly are that the items come within the natur of special contigencies under our rules. Expre. on this is sanctioned only by Govt. The Dir.'s proposals is for urgent proposed seems to be excessive. We may modify the proposals
iii) The Director should be delegated the powers to incur expenditure on minor repairs, water supply and erection of temporary huts, etc. upto a limit of Rs.10,000/- or half the amount of the 'imprest' for the camp whichever is less.	The Director desires that the limit of Rs. 10,000/- should be increased to Rs.50,000/-. He states that as immediate remedy he should be empowered to order the construction either thro' the P.W.D. or local contractors of any construction or renovations inside the camps upto a limit of Rs.50,000/-.It appears	

Proposals made by this Deptt.	Proposals made by the Director	Remarks by office.
	It appears from the Director's note that it is not to be restricted to half the amount of the 'imprest' for the camp as proposed by this Department.	modify the proposals slightly. It may be prescribed that the Director may incur expenditure upto a limit of Rs.10,000/- or the amount of the 'imprest' for the camp whichever is less. The Director's proposals is however for orders.
4. The following officers may be declared as disbursing officers, countersigning officer, and controlling officer for the purpose of contigencies. Administrators- Disbursing Officers The Refugee Officer and Collectors. Countersigning Officers The Director, Controlling Officer R. & R.	The Director agrees.	
5. An imprest of Rs.50,000/-may be placed at the disposal of the Director.	The Director wants an imprest of Rs. 1,00,000/-.	The Director's proposal is for orders.
6. The imprests of the Camp Commandents and Administrators form a part of the overall imprest of the Director who will be responsible for recoupment.	The Director agrees.	
7. -----	The Director poses that in an emergency he should be delegated power to create temporary non-gazetted posts for a period of three months in anticipation of Government sanction.	There is no objection since other officers under Govt. have been delegated the power to create tempy.posts subject to certain conditions. We may delegate the power asked for by thei Director.

(Subject to the conditions mentioned in para.5 of the o.n. dated 29.10.48.)

HSS.28/5

6. This mainly gives the classification of field staff and grades of pay of the various officers and the allowances admissibes to them. We have formulated our own scheme of re re-organisation, and orders as are being issued in respect of each camp separately. Regarding para XI relating to disciplinary action, the orders proposed to be issued by this Govt. themselves contain the procedure to be followed. Inthese circumstances it is not necessary to adopt this circular for our purpose.

7. Admn. Circular No. 3 :- This mainly pertains to staff and equipment for the Director of Evacuation. We have issued separate orders in so far as the Dir. R & R. is concerned, and the question of adopting this circular for our purpose does not arise.

8- Admn. Circular No. 4.- We have created the post of a Chief Medical Officer to bei in charge of all medical and sanitary arrangements at the camps. This admn. cir. of the Govt. of India gives what arrangements made by them This admn. Circular may be asdopted as suitably modified.

9. Admn. Circular No. 5. This circular gives the detailed procedure to be followed in the matter of procurement of daily issue supplies. This Govt. has so far followed the Govt. of India in this respect, and we may adopt the circular with suitable modifications.

10. Admn. Circular No. 6.- This related the drawl of funds and financial powers. The admn. circular may be adopted with suitable modifications. Annextures 2 and 3 of the circular have been modified in the light of the proposed delegation of powers to the Camp Commandants and Dir. R & R.

*12 Admn. Circular No. 7.- This circular relates to the the procedure for the payment of bills for pay and allowances and contigent expenditure of the staff of the Dir. of Evacuation and the refugee camps. The admn. circular may be adopted as suitably modified.

13. Admn. Circular No. 8.- The Govt. of India has issued separate orders containing the procedure outlined in this circular. We have already forwarded copies of these orders to the various officers. With a view to issuing all such orders in the form of admn. circulars. however. this circular may be adopted suitably modified.

14. Incidentlly, it would appear from para. 4 of D.S.'s(Mr. Yardi's) note dated 3.11.48, that no powers in respect of local purchases, etc. are to be delegated to the Camp Commandants. If this is is the intention, it would virtually mean that the Camp Commandants will not be able to purchase vegetable, fuel, fresh milk, etc., and that they will have to depend on the Dir. R & R. (who will be at headquarters) for these things. It is feared that in some cases the activities of the camp may be brought to a standstill and great inconvenience would be caused if the D.R.R. is not at times able to meet the requirements of the Camp Commandants. It therefore seems desirable that powers in respect of local purchase of vegetables, fuel, milk, etc. should be delegated to the Camp Commandants. The detailed procedure to be followed in respect of these purchases has already been laid down, and there seems no likelihood of the powers being misused. Please see Admn. Circular No. 3. If this view is approved, the powers already proposed to be delegated may remain. Annexure 2 of Admn. Circular No. 4 indicates the powers of the Camp Commandants.

15. A draft G.R. with draft admn. circulars a attached to it, is put up. These papers may be shown u.o. to the A.G., the P.W.D. and the H. & L.G.D. for favour of remarks, if any, before they are referred to q F.D. for its concurrence. The A.G. may be requested to state whether orders other than those referred to in para. 3 of this office note issued by this Govt. reagtire to be issued as administrative circulars. The A.G. the P.H.D. and the H. & L. G.D. may be requested to treat these papers as immediate.

hs. 26/4.

The R. &. R.D. Proposes to issue the draft orders at
at p. 67-69 post with a suggestion that the amendments can be made if necessary, later in the light of the remarks which may be offered by the A.G. and P.W.D. and H.&.L.G.D. to whom the papers are to be referred in succession after the issue of the orders in question.

2. Please see in this connn ction office note dated 30.9.48 and the D.S.(F.&.R.)'s note followin it. The following remarks are offered in the draft orders the proposed dele ation of powers to the officers to the officers in the Refugee Organisation.

3. The Dir. of R. & R. to be declared as Head of Deptt.

In view of the portion marked A in the office note dated 30.9.48 at p. 27 ante and para 2(1) of the D.S.-½ R.&R.D's note dated 3.11. 8 concurred inbby the C.S. the proposed delegation may be agreed to.

4. Apptt. to Non-gazetted posts in the refugee organisation. In view of para. 2(2) of the D.SR. & R.D.'s note dated 3.11.48 cncurred in by the C.S. the proposed orders may be agreed to.

5. Power to incur expdre. on contingencies.

The proposed ~~xxxxxxxx~~ delegation of this power may be agreed to subject to the remarks that the office equipment, stationery, bicycles, furniture etc. should be purchased throu h the Sppdt. G.P. & S. Bombay or through any other institution receiving Govt. grant.

6. Please see para. 2(3)of the Dy. Secy. R.& R.D.'s not dated 3.11. 8 and the C.S.'s remarks thereon. The order proposed in paras 4 and 5 of the draft orders may be agreed to.

may be agreed to.

7. The orders proposed in para 6 of the draft orders do not call for any remarks and may be agreed to.

8. Please see para 5 of the R.& R.D. office note dated 29.10.48. In view of the portion marked A on page 52 of that note, the orders in para 7 of the draft orders may be agreed to. The orders in para 8 of the draft orders donot call for any remarks and may be agreed to.

9. The papers may be returned to the R. & R.D. subject to the remarks that the proposals in para 3 to8 above may be subject to 'A' in para 1. above.

Id/- After issue of orders papers should be shown to A.G. particulars with reference to the imprest.

Id/-
u.o.r. to the R. & R.D. dt. 9.12.48.

R & R.D.
A

Submitted with reference to u.o. dt. 26/11/48.

2. The F.D. agreed to the draft orders proposed subject to the modification that the purchase of office equipment, stationery, bicycles, furniture etc, should be made Suptd. Govt. Printing & Stationery or any other institution receving Govt. grant. This may be agreed to the necessary modificatinn is made in para 3 of the draft orders & in serial No. 1 in annexture 2 to the draft Admn. Circular No. 4.

3. As regards para 9 the F.D. note modifications if necessary will be proposed in the light of the remarks that may be ~~if~~ offered by the A.G. The P.W.D. & the H. &. L.G.D. The draft orders may now issue.

hs.27/

Officers in the refugee Organisation.
Delegation of powers etc. etc. to

GOVERNMENT OF BOMBAY.
Relief and Rehabilitation Department.
Resolution No R-179
Bombay Castle, 10th Nov.Dec. 1948-

RESOLUTION TO GOVERNMENT.

Consequent on the taking over by the Government of Bombay of the refugee camps in this Province, the question of delegation of financial and administrative powers to the Director of Relief and Rehabilitation and other officers in the executive organisation under the Relief and Rehabilitation Department has been under the consideration of Government for some time past. Government is now pleased to issue the following orders. A revised set of Administration Circulars in the light of the following orders is attached and these should be adopted in place of those issued by the Government of India.

1. The Director of Relief and Rehabilitation should be declared as a Head of Department.

2. Appointment to non-gazetted posts in the refugee organisation.

(I) The Administrators or Camp Commandants as the case may be, should be delegated powers to appoint class X IV employees in the camps.

(ii) The Refugee Officer, Bombay, and the Collectors should be delegated the powers to make appointments to posts the starting pay of which does not exceed Rs. 150.

(iii) The Director of Relief and Rehabilitation should be delegated the powers to make appointments to posts the starting pay of which does not exceed Rs. 250/-

As regards the delegation of powers referred to (ii) so far as disciplinary action is concerned, the Refugee Officer, Bombay, and Collectors are empowered to place under suspension an employee drawing a salary not exceedin

Rs. 150/- per month in urgent cases only. Inn all other cases of disciplinary, the power should be exercised by the Director of Relief and Rehabilitation, ~~Kxxx, the Director is authorised to delegate.~~ In the case of class IV employees however, the Director is authorised to delegate the power of taking disciplinary action to administrators or Camp Commandants, subject to the proviso that there should be a right of appeal to, and revision by, him in all such cases.

3. Power to incur expenditure on contingencies.

(i) The Directs should be delegated the powers mentioned at Serial Nos. 2 and 3 in the annexure 2 to the Administration Circular No. 4, subject to the conditions mentioned therein. As regards the powers at Serial No. 1 therein, the Director should be delegated the power to incur expenditure on purchase of office equipment, stationery, bicycles, furniture, etc. upto Rs. 500/- only, subject tothe proviso that he should ~~x~~ report to Government the purchases made by him forthwith, and provided further that the purchases all made through the Superintendent, Government Printing and Stationery or through an institution receiving Govt. Gra So far as power at Serial No. 4 is concerned, the Director of Relief and Rehabilitation should be delegated the power to accord administrative approval to expenditure on minor repairs, water supply and erection to temporary huts up to the limit of Rs. 20,000 or half the amount of imprest sanctioned for the camp, whichever is less, provided the works are carried out through the P.W.D. In cases of emergency, however, where repairs etc. are required immediately, the if the execution of the work through the Public Works Departent is likely to involve delay, the work may be carried out by the Director, through a private agency, sum upto expenditure Such cases should, however, be reported to Government, a copy of the communication being forwarded to the Executive Engineer of the Division concerned.

(ii) The Administrators or Camp Commandants as the case may

be should be delegated the powers mentioned in Annexure I to Administration Circular No. 4 attached to these orders subject to the conditions mentioned therein.

4. An imprest of Rs. one lakh should be placed at the disposal of the Director of Relief and Rehabilitation, in addition to the "Imprests" placed at the disposal of the CampCommandants.

5. The "Imprests" placed at the disposal of the Camp Commandants so far, should form a part of the overall imprest of the Director, and he should be responsible for the recoupment of the same in due course. Seperate orders placing a consolidated "imprests" consisting of the imprest of the Director of Relief and Rehabilitatin plus the imprests given to Camp Commandants will be issued later.

6. The following officers should be declared as disbursing officers, countersigning officers and controlling officers for purposes of contigencies:

Administrators or camp Commandants as the case may be.	Disbursing Officers.
The Refugee Officer, Bombay, and the Collectors.	Countersigning Offecers.
The Director of Relief and Rehabilitation.	Controlling Officer.

7. The Director, Relief and Rehabilitation, should be delegated the powers to create temporary non-gazetted posts for a period not exceeding three months in anticipatbon of Government Sanction, provided that the pay sanctioned to the persons appointed does not exceed the minimum pay prescribed from time to time by Government servants according to their qualificatians and location of posts and subject further to the condition that the maximum pay of the post does not exceed Rs. 100/-

By order of the Governor of Bombay,

Sd/-

Deputy Secretary to the Government of Bombay,
Relief and Rehabilitation Depart. To...

To

All Divisional Commissioners,
All Collectors,
All Superintending Engineers,
The Public Health Engineer to Government,
The Electrical Engineer to Government,
All executive Engineers,
The Directors, Relief and Rehabilitation, Bombay,
The Commissioners of Police, Bombay,
The Refugee Officer, Bombay,
All Camp Commandants,
The Administrator, Refugee Camp Kalyan,
The Regional Organiser, Nari Seva Sadan, Kurla,
The Accountant General, Bombay,
(through the Finance Department).
The Finance Department,
All other Departments of the Secretariat,
All Other Heads of Departments under the Secretariat,
The Secretary to the Hon'ble the Premier,
The Private Secretary to the ~~Governor~~ Governor,
All Personal Assistants to Hon'ble the Ministers,
The Secretary to the Government of India,
Ministry of Relief and Rehabilitation,
(by letter),
The Enquiry Officer, Bombay,

hs. 2704.

RELIEF AND REHABILITATION OF
DISPLACED PERSONS.
Delegation of powers to the
Officers in the organisation for-

GOVERNMENT OF BOMBAY,
Rehabilitation Department,
Resolution No. R. 179-B, (I)
Raj Bhavan Castle, (Bombay No.1.) 12 April 1950.

Read G.R., R.&R.D., No. R. 179, dated the 10th December 1948.

RESOLUTION: Government is pleased to direct that the following amendments should be made to the orders contained in G.R., R. & R.D. No. R. 179, dated the 10th December 1948 and the Administration Circulars attached to it.

Para. 6 of G.R., R. & R.D., No. R. 179 dated the 10th Dec. 1948.

After the words of 'Director of Relief and Rehabilitation ..... Controlling Officer" occuring in the last line of this para. add the words "provided that the Director of Rehabilitation will both be the controlling and countersigning officer for the purpose of contigents in the camps in Greater Bombay and Thana District under his direct control."

Administration Circular No.4:

(i) Para 10 for the Word "could" in the second line substitute the word "should".

Annexture 2. After the word 'only' occurring in the second line of the'power' mentioned against serial No. 1, insert the word 'on each occassion'

(ii) For the figure '3' in the line substitute the figure '2'

Administration Circular No. 5.

Para. 1.

Delete the full notes after the word 'Auditor' in the last line of this Para, and insert the following "and are also signed by the Mamlatdars within whose jurisdiction the Camp lies except in those cases where the C.C. himself is a gazetted Officer."

Para. 4 : Delete the full stop after the words "encloserment" occuring in the last line and insert the following "after the

bills have been signed by the Mamlatdar within whose jurisdiction the camps lies except in those cases where the C.C. himself is a gazetted officer in which case the signature of the C.C. will only be sufficient."

Administrative Circular No. 6.

Para 8 (i) For the word 'and' occurring in the third line substitute the word 'or'.

(ii) After the word 'ink' occuring in the fourth line of this para, insert the following:

as the case maybe. The bills should also be clearly marked 'recoverable or non-recoverable'

Administrative Circular No. 7.

Para 5. (i) Delete the words beginning from the word "The Accont General, Bombay, occurring in the 1st line or the word pp upto the word 'the' in the second line of the para.

(ii) After the words "Auditor General" in the second line insert the words "has accorded".

By order of the Governor of Bombay,

Sd/-
Asstt. Secy. to the Govt. of M2 B'bay, R.H.D.

To
The A.G., B'bay,
(through the F.D.),
The F.D.,
The D. of R., B'bay,
The Commrs of Divisions,
All Collrs.
The Administrator, Kalyan Relief Camp,
All C.C.s
The C.M.O. i/c Relief Camps,
The Secy. to the Govt. of India, M. of R., (By letter).
The P.H.E. to Govt.,
All S.E.s,
The Electrical Engineer to Govt.,
All Executive engineers,
All Departments of the Secretariat.

hs, 27/4.

EXPENDITURE ON DISPLACED PERSONS.
Drawal of bills by non-gazetted camp Commandants.

GOVERNMENT OF BOMBAY.
REHABILITATION DEPARTMENT.
Resolution No.R.179-D (II)
Bombay Castel,(B'bay No.1) 5th April '50.

Read G.O.,R.H.D.,No.R.113-D,dated the 15th July 1949.

Read extract para.2 (f) of A.C.'s letter No. DA.1830, dated the 15th June 1949.

(O r d e r).

RESOLUTION : Uner the Treasury Rules, onl gazetted officers have the power to draw bills for pay, al owances etc. A number of non-gazetted Camp Co mandants of Relief camps were however drawings on their own signature and orders were therefore issued in G.O., R.H.D.,No.R.113-D date. the 15th July 1949, that this practice should be stopped and the bills should be signed by the Mamlatdar within whose jurisdiction the camp lies. As however the circumstances under which the bills were drawn by non-gazetted Camp Commandants were peculiar, Govt. is pleased as a special case, to approve of their action for the period prior to the issue of orders contained in G.O.,R.H.D.,No.R.113-D, dated the 15th July 1949.

By order of the Governor of B'bay.

o/c Sd/-
Asstt. Secy. to the Govt. of B'bay,R.H.D.

To

The A.G.,B'bay,(through the F.D.),
The F.D.
The D. of E., B'bay.
The Commr. of Divisions,
All Collrs.,
The Administrator, Aiyan Camp,
All C.C.S.,
The C.C.C. i/c Relief Camp,
The Secy. to the Govt. of India, .of R. ,(by letter).